

**WISHA Interim Operations Memorandum**  
**Washington Department of Labor and Industries**  
**#97-4-D**  
**CONSULTATION ASSESSMENT OF SAFETY AND HEALTH PROGRAMS**

**Approved:** Michael Wood, Senior Program Manager  
WISHA Policy & Technical Services

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**Background**

A primary purpose of the WISHA consultation program is the evaluation of the effectiveness of employers' safety and health programs. Chapter IX of the new WISHA Consultation Manual provides guidance regarding such evaluations, which are to be documented on either form 33 or form 33A. However, during training on the new manual, several staff suggested that the abbreviated form 33A, which was designed for use in smaller establishments, could be used more frequently.

Issued as a result of those comments and subsequent conversations with the WISHA Consultation supervisors, this interim memorandum supersedes the language regarding employer size found in Section IX-C.6 of the WISHA Consultation Manual. This interim memo will remain in effect until the necessary change can be made in a future update to the manual itself.

**Policy**

WISHA consultation staff must complete a WISHA form 33 or form 33A as part of any comprehensive consultation, and to the extent possible as part of any limited consultation.

1. When the employer has 250 or more employees statewide, the WISHA form 33 should be used.
2. When the employer has fewer than 250 employees statewide, the shorter WISHA form 33A should be used.